



MISSISSIPPI STATE DEPARTMENT OF HEALTH

The MS State Department of Health, Substance Use Disorder Program, is seeking to fill one (1) Program Specialist III position.

**The Program Specialist III will be responsible for:**

- Management, communication, and reporting between collaborative partners, opioid program managers, the evaluator for the 2020 COSSAP grant, and MSDH's Substance Use Disorder Program grant manager
  - Manage the day-to-day operations of deliverables within the MSDH's 2020 COSSAP grant application;
  - Work closely with the Federal Department of Justice, Bureau of Justice Assistance's (BJA) designated training and technical assistance provider(s) and any researcher selected by BJA who may conduct site-specific or cross-site evaluations.

**Salary Range:** \$43,509.31 – \$54,386.64

**Location:** Jackson metro area

**Qualifications:** Bachelor's degree and 2-4 years of experience.

Mid-level Program Management and Support professional position accountable for directing, analyzing, and supervising the processes and activities of a more complex agency program. Employees are responsible for the planning, evaluation, financial and management analysis, and operational auditing of a large and complicated program consisting of multiple projects. Employees at this level typically have specialized technical skills and exercise a higher degree of decision making and independence. Accountable for training and monitoring the work of lower-level program staff

**Preferred Qualifications:** Knowledge of substance use disorder; superior verbal and written communication skills; ability to guide staff and effectively manages large projects; ability to work with multiple agencies and effectively carry out directions as communicated.

**How to Apply:** Interested applicants should submit: 1) Cover letter indicating the location(s) for which he/she is applying; 2) Resume and State of Mississippi Employment Application [MSPB Application Template](#) to [recruitment@msdh.ms.gov](mailto:recruitment@msdh.ms.gov) OR apply online with Careerbuilder.com.

To learn more about the Mississippi State Department of Health, please visit our website @ <http://www.msdh.state.ms.us/>.

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570 East Woodrow Wilson • Post Office Box 1700 • Jackson, MS 39215-1700  
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